FORMAX®

FD 572
Cut Sheet Cutter

OPERATOR MANUAL
FIRST EDITION

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Introduction

Thank you for purchasing the FD 572 Cut Sheet Cutter

This product is the result of our many years of experience in the field of office equipment.

Be sure to read this manual before using the machine.

In order to use the machine safely and efficiently, read this manual thoroughly, and make sure that you understand all of the instructions that it gives, so that you operate the machine correctly.

Take good care of this manual. Keep it in a safe place where it can be consulted at any time.

Symbols and pictures

Safety instructions

In this manual and on the stickers affixed to the machine, a variety of symbols and pictures are used. These symbols and pictures provide warnings and instructions to prevent danger to you or other people and damage to office property. The meanings of these symbols and pictures are explained below.

Warning : Indicates potential danger of death or serious injury if it is ignored.

Caution : Indicates potential danger of injury or damage to property if it is ignored.

Examples of pictorial symbols

△ A triangle indicates danger. The precise nature of the danger is indicated by a pictorial symbol inside the triangle. The symbol shown here indicates danger of electric shock.

⃠ A circle with a line diagonally across it indicates prohibition. The particular act prohibited is indicated by a picture inside the circle. The symbol shown here indicates a prohibition of disassembly.

● A black disc indicates an instruction, or sometimes prohibition. The content is indicated by pictorial symbols drawn in white in the disc. The symbol shown here indicates an instruction to pull the plug out of the outlet.

Other nomenclature

IMPORTANT : Introduces instructions for correct operation and maintenance of the machine. A failure to follow them may cause insufficient performance or breakdown.

NOTE : Introduces useful information for the operation and maintenance of the machine as well as information on the performance, etc. of the product.

PLEASE NOTE

In the interest of upgrading our products, specifications and other data given in this manual are subject to change without notice. If the manual contains anything that you do not understand, contact the manufacturer for clarification.

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- Be sure to follow these instructions. They are extremely important for safety.

⚠ WARNING

To avoid electric shock:

- Always pull the power supply plug out of its outlet before removing jammed paper.
  Do not insert or remove the plug with wet hands.

- Do not use supply voltage other than the specified voltage.
  Doing so may result in fire or electric shock.

- Do not insert pins, wire or other foreign objects into the machine. Do not allow any liquid to get into the machine through its openings or gaps in its structure. Liquid inside the machine may result not only in breakdown, but also in electric shock or fire.

- Do not modify the machine. Do not remove any of the covers from the machine.

To avoid injury to hands or fingers:

- Keep your hands off the cutter in the main unit. It contains cutting edges which may hurt you.

- Keep your hands and fingers off inside the perforator (option) and the center slitter (option).

- Do not put your hands or fingers inside the front or rear safety cover during operation, or they could be crushed or otherwise injured.

- Use tweezers or a similar tool to remove jammed paper. Before removing jammed paper, be sure to pull the power supply plug out from its outlet in order to prevent electric shock.

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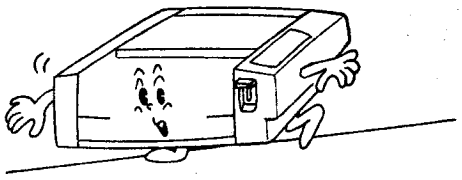
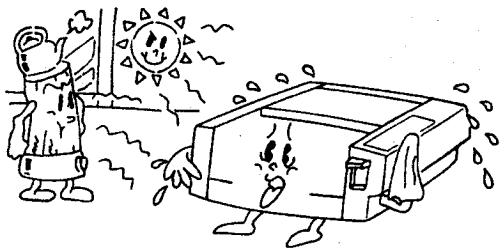
⚠ CAUTION

Installation location

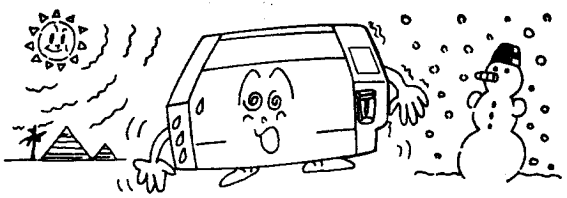
- Install the machine in a level place.



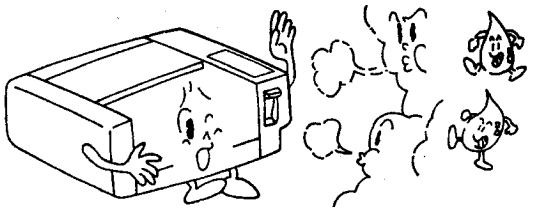
- Do not install the machine in a place subject to direct sunlight or near heating equipment.



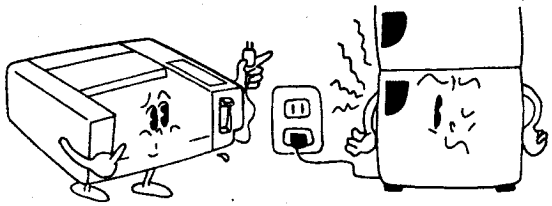
- Do not install the machine in a place subject to extreme temperatures (high or low), or in a place subject to heavy vibration.



- Avoid installing the machine in a place with high humidity, or with large amount of oil, iron filings, or dust.

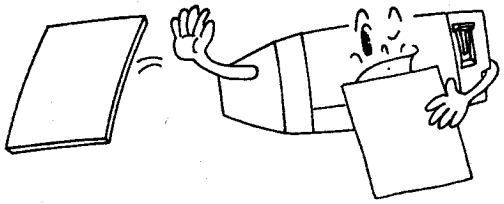


- Do not connect the sheet cutter to a power outlet that is also used for equipment that generates noise, such as large-size office equipment or refrigerators.

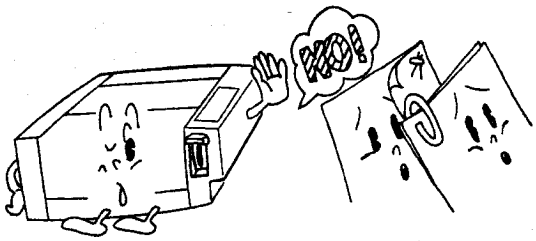


General operation instructions

- Do not use the sheet cutter to cut paper that exceeds the specification paper thickness. Doing so could result in breakdown.



- Do not attempt to cut paper with staples, paper clips or any other pieces of metal attached to it.



- Use a dry cloth to remove paper cuttings collected in the machine and to clean the rubber rollers or other parts. Be sure to pull the power supply plug out from its outlet before cleaning.

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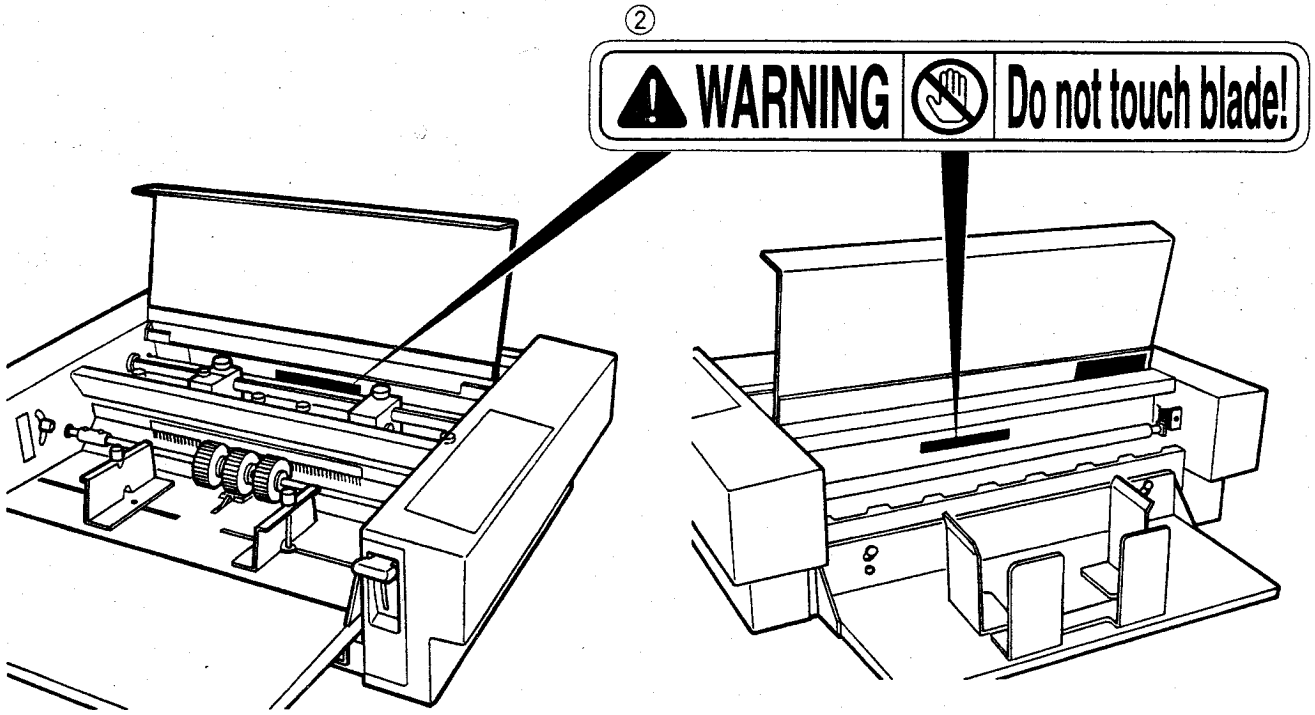
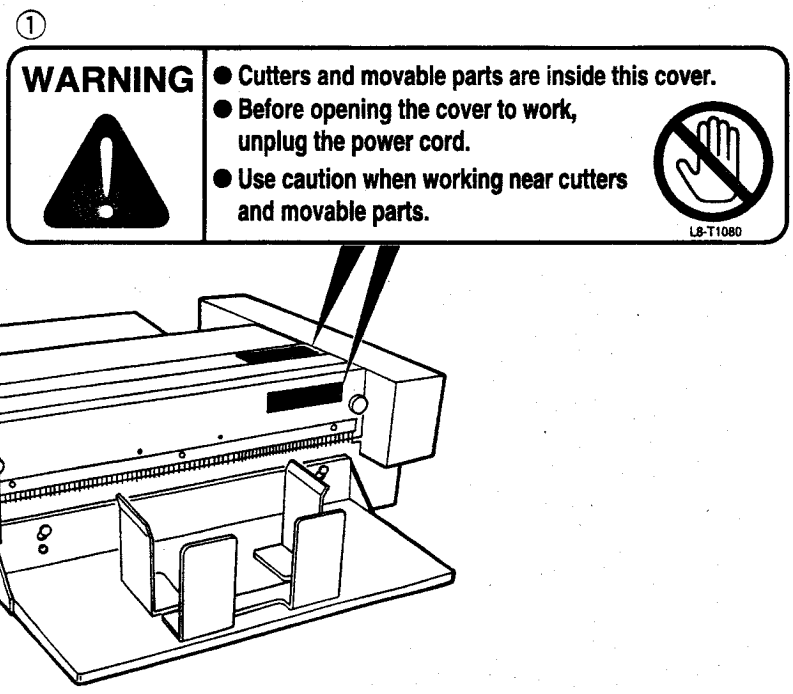
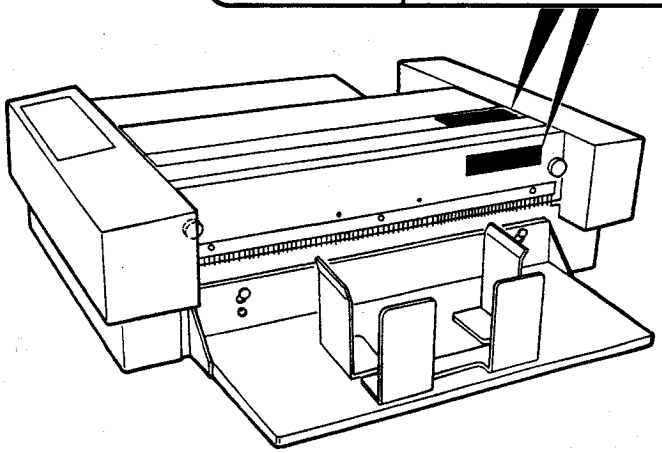
- The locations of the machine's warning stickers are shown below. To ensure safe work, read the stickers and heed their instructions. Keep the stickers clean at all times. If they become damaged or peel off, replace them with new ones.




①
WARNING
● Cutters and movable parts are inside this cover.
● Before opening the cover to work, unplug the power cord.
● Use caution when working near cutters and movable parts.
L8-T1080



No.	Parts No.	Name	Q'ty
①	L8-T1080	Warning sticker	2
②	L8-T1070	Warning sticker	2

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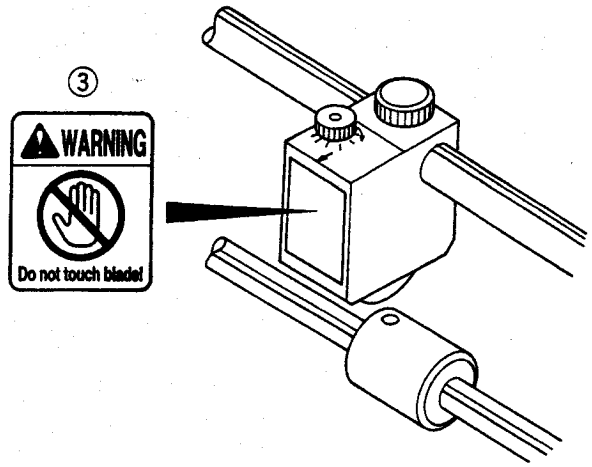
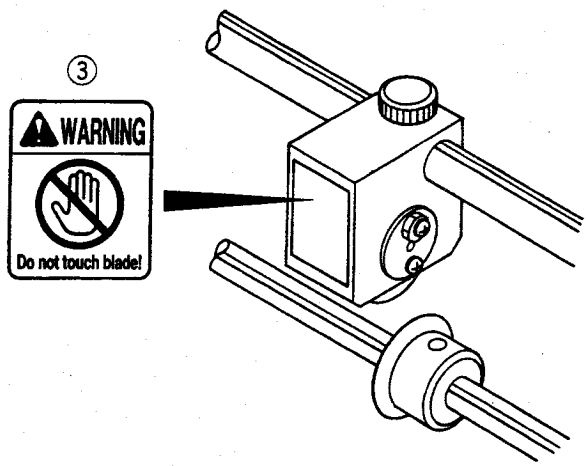
Option

Perforator



Center slitter



No.	Parts No.	Name	Q'ty
③	J4-Y4050	Warning sticker	1

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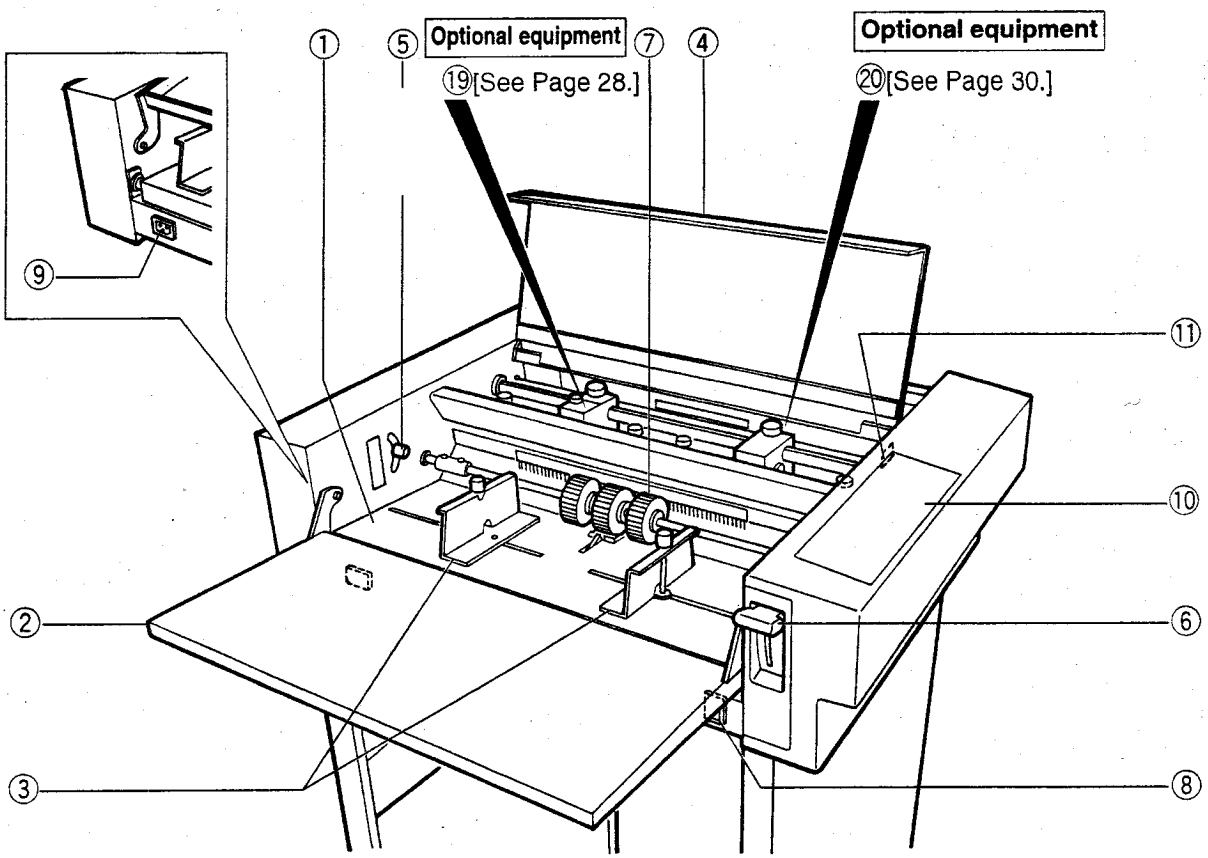

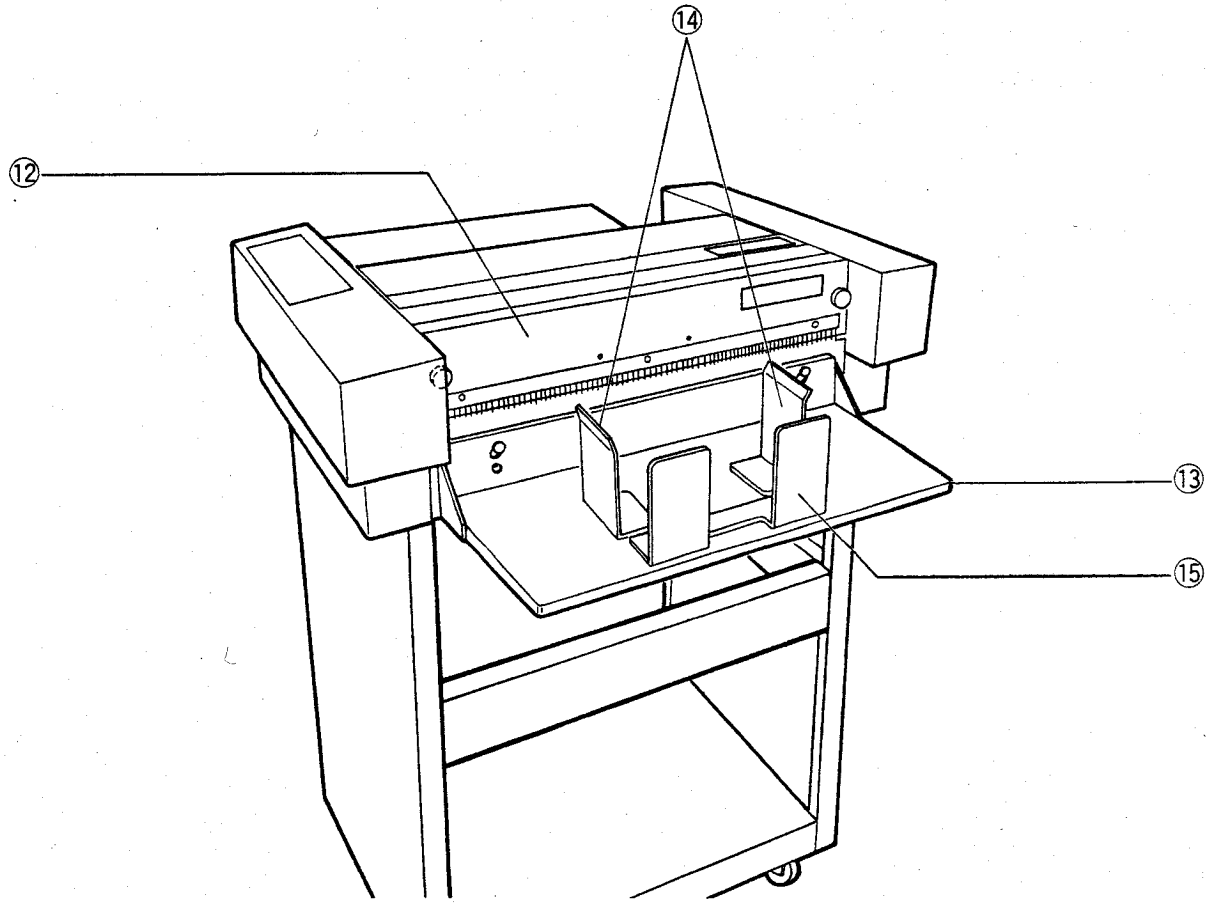

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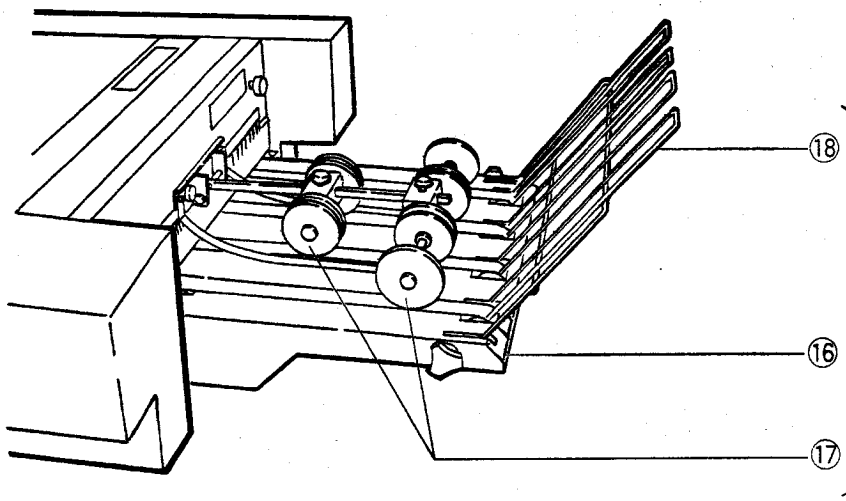

Optional equipment

[See Page 25.]

No.	Name	Function
①	Paper feed stand	Load the paper on this stand.
②	Auxiliary paper tray	Open this tray when loading the paper. Retract the tray when not used.
③	Paper guides	Set the position of these guides to match the width of the paper.
④	Safety cover	Open this cover when aligning the paper retaining plates, removing jammed paper, or aligning such optional equipment as the perforator or the center slitter. The machine cannot be operated with this cover opened.
⑤	Feed pressure lever	Use this lever to adjust feed pressure according to the paper thickness. Usually set the lever to "NORMAL PAPER".
⑥	Paper set lever	Lower this lever before loading the paper on the paper feed stand. After setting the paper properly, raise this lever for operation.
⑦	Paper feed roller	Feeds the paper into the machine.
⑧	Power switch	Press the " | " side of this switch to turn on the power. Press the " ○ " side of the switch to turn off the power.
⑨	Inlet	Fit the female plug of the supplied power cord into this inlet.
⑩	Operation panel	Use the buttons on the operation unit of this panel to operate the machine. Whenever operated, the operation status will be displayed on the display unit of the panel. [See Page 9.]
⑪	DIP switches	Change the settings of this switch when using the optional belt conveyor type stacker. [See Page 26.]
⑫	Rear safety cover	Open this cover to remove any paper jammed in the cutter unit. The machine cannot be operated with this cover opened.
⑬	Ejection tray	Receives the ejected paper.
⑭	Ejection guides	Set the position of these guides to match the width of the paper.
⑮	Ejection stopper	Set the position of these guides to match the width of the paper.
Optional equipment ⑯	Conveyor stacker	Automatically conveys the ejected paper by the conveyor belt. Change the setting of the DIP switches before using this unit. [See Page 25.]
Optional equipment ⑰	Roller unit	Holds the ejected paper with the front and rear rollers to convey the paper to the lift unit.
Optional equipment ⑱	Lift unit	Receives the ejected paper, and arranges it in order.
Optional equipment ⑲	Perforator	Perforates the paper at an arbitrary position along the feed direction.
Optional equipment ⑳	Center slitter	Cuts the paper at an arbitrary position along the feed direction.

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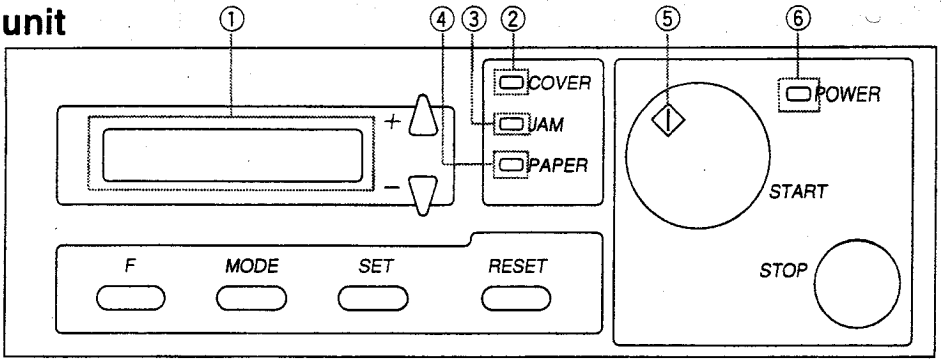
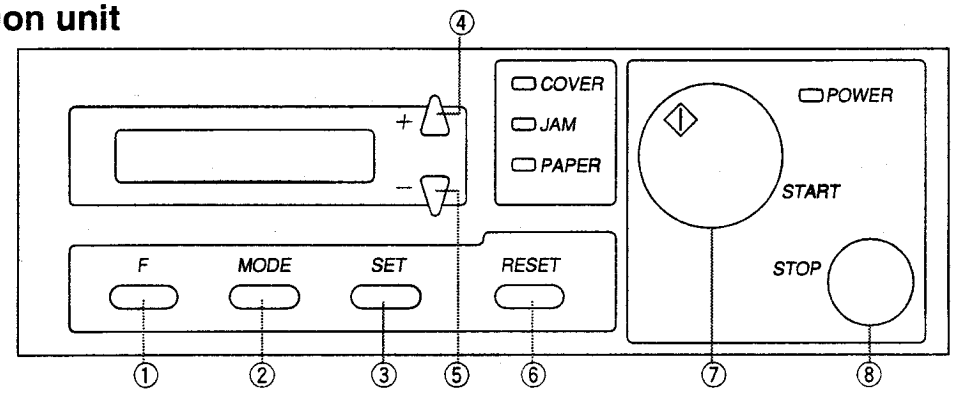
▶ Display unit



No.	Name	Function
①	LCD panel	Displays various messages.
②	COVER indicator	Lights when the safety cover or the rear safety cover is opened.
③	JAM indicator	Lights when a paper jam occurs.
④	PAPER indicator	Lights when there is no paper on the paper feed stand.
⑤	READY TO RUN indicator	In the RUN mode, lights to indicate the machine is ready to run.
⑥	POWER indicator	Lights when the power is turned ON by pressing the power switch. Goes out when the power is turned OFF by pressing the power switch.

▶ Operation unit



No.	Name	Function
①	F button	Used to view the registered cutting dimensions of the paper (during the Select mode).
②	MODE button	Switches among the LCD's display modes.
③	SET button	In the Select mode, pressing this button memorizes cutting dimensions. In the Run mode, pressing this button executes test cutting.
④	+ button	In the Select mode, pressing this button increments the number. In the Run mode, pressing this button moves the paper forward.
⑤	− button	In the Select mode, pressing this button decrements the number. In the Run mode, pressing this button moves the paper backward.
⑥	RESET button	Press this button to clear the registered settings for the cutting dimensions of the paper. Press this button to reset the counter display (No. of fed sheets and No. of cut sheets) to 0.
⑦	START button	During the Run mode, pressing this button starts operation except when the machine is stopped due to a paper jam (while a JAM message is displayed).
⑧	STOP button	Press this button to stop the machine (during the Run mode). Pressing this button while operation is stopped shows the counter display (No. of fed sheets and No. of cut sheets). When the machine is stopped due to a paper jam (while a JAM message is displayed), eliminate the cause of the jam before pressing this button. The machine will be ready to operate when the JAM message disappears.

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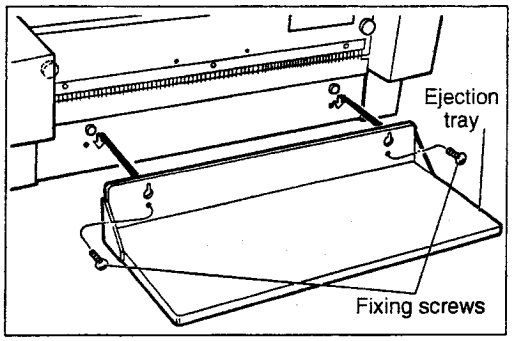
1 Setting the ejection tray in place

1. Hook the key-shaped holes in the ejection tray onto the pins on the main unit, and slide the tray downward.
   ※ **Make sure that the tray is securely set in place.**

2. Secure the tray with the two fixing screws supplied.



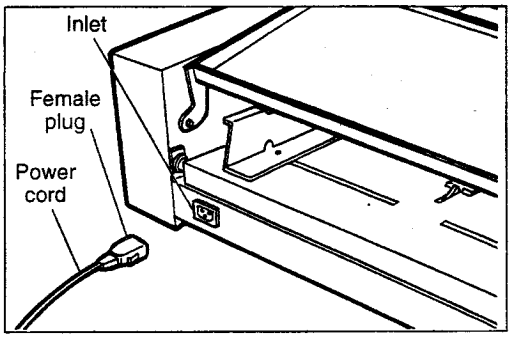
NOTE

- **When using the following option:**
  Belt conveyor type stacker ➡ See Page 25.

2 Connecting the power

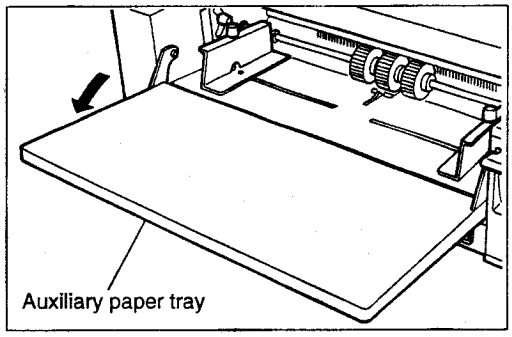
1. Fit the female plug of the power cord supplied into the inlet on the feed side of the machine.

2. Insert the male plug of the power cord supplied into the power outlet.



3 Setting the auxiliary paper tray

1. Swing down the paper tray.



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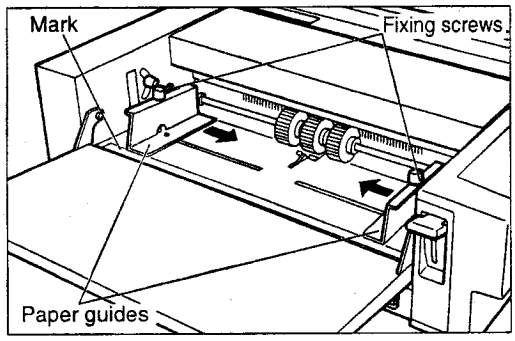
4 Loading the paper

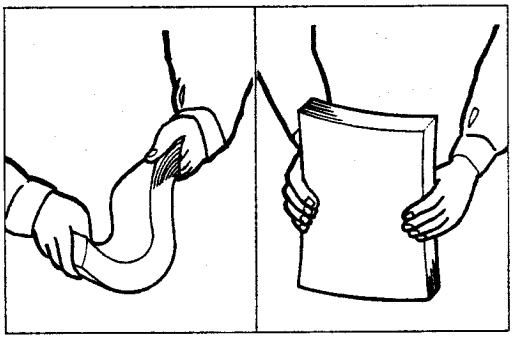
NOTE

- **When the "PAPER" indicator is lit up during the operation, it indicates that there is no paper on the paper feed stand. In this case, follow the procedure below to load the paper.**

1. Loosen the fixing screws on both sides, and align the paper guides with the marks for the size of paper to be loaded.



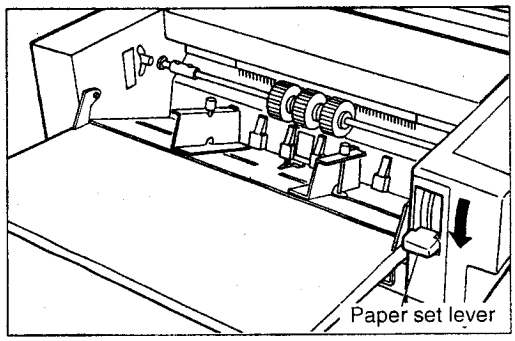
2. Take a stack of paper, flip through it to loosen up the sheets, and straighten up the edges of the stack on a level surface.



IMPORTANT

- **Be sure to loosen up the paper sheets before loading the stack on the tray.**
  Otherwise, paper feed errors or jams may occur.

3. Lower the paper set lever.



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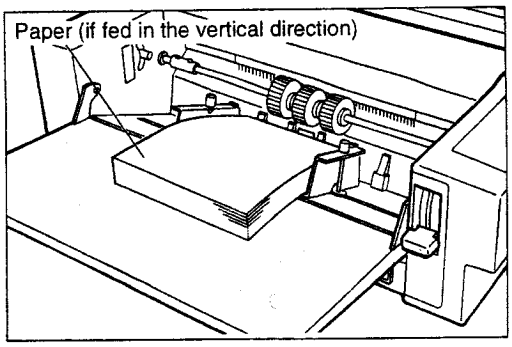
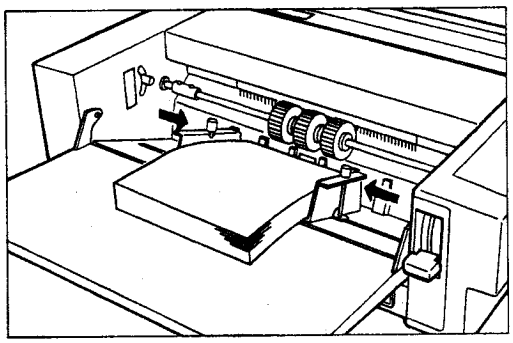
4. Load the paper on the paper feed stand.



IMPORTANT

- **Position the paper approximately in the middle of the paper feed stand. Otherwise, the paper may not be fed in a straight line, resulting in paper feed errors or jams.**
- **The feeding direction (vertical or lateral) of the paper can be changed by settings. For more information, see Page 21.**

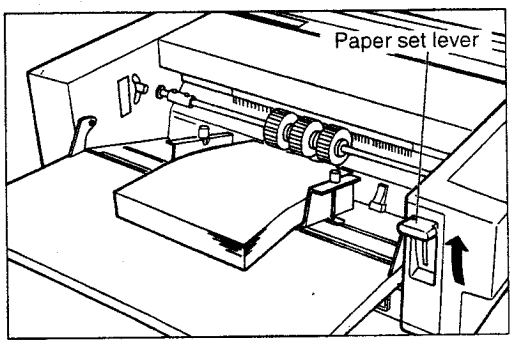
5. Position the paper guides so that they match the paper width, then secure the paper guides with the fixing screws.



IMPORTANT

- **Position the paper guides so that they are just touching the paper, not pressing it.**

6. Raise the paper set lever.



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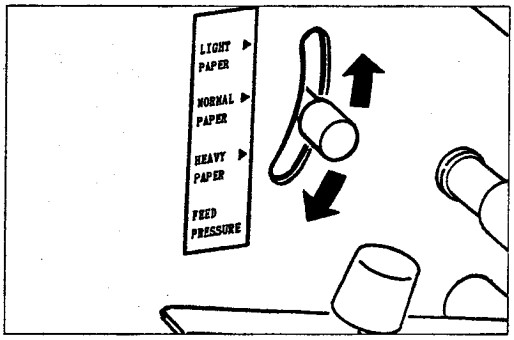
5 Setting feed pressure according to paper thickness

Set the feed pressure lever according to the thickness of the paper. The "NORMAL PAPER" position is the reference position.

- **For thin paper:** Set the feed pressure lever to the **"LIGHT PAPER"** position.
- **For thick paper:** Set the feed pressure lever to the **"HEAVY PAPER"** position.



IMPORTANT

- **In the following cases, adjust the feed pressure according to the feeding condition of the paper:**
  If more than one sheet of paper is fed at one time:
  Set the lever to the "LIGHT PAPER" position, or lower the lever one rank from the present position.
  If no paper is fed due to slips:
  Set the lever to the "HEAVY PAPER" position, or raise the lever one rank from the present position.

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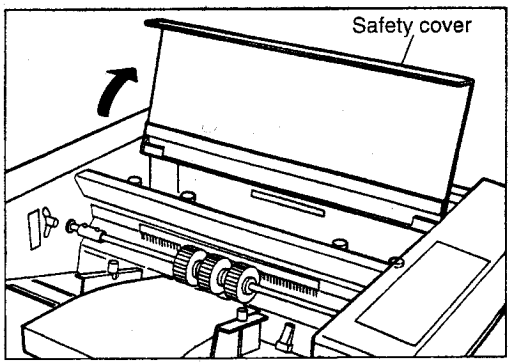
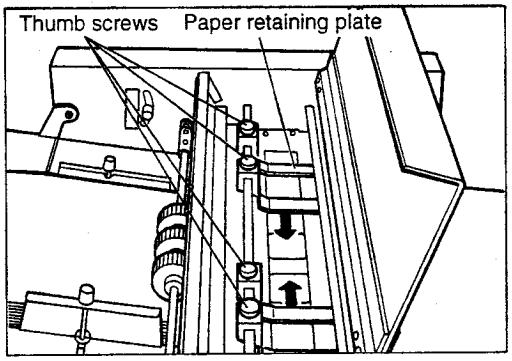
6 Aligning the paper retaining plates

1. Open the safety cover.

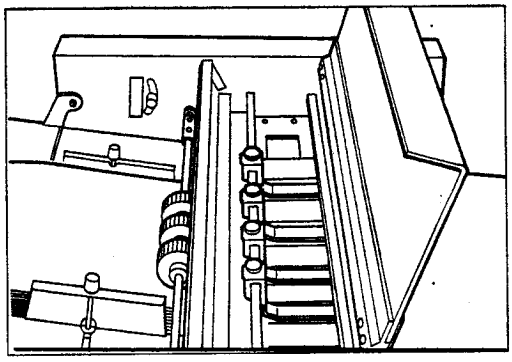


2. Loosen the four thumb screws, and move the paper retaining plates as shown below:

   - **Two outer plates:** Move each of them to each end of the paper.
   - **Two inner plates:** Move them so that they are evenly spaced between the outer plates.



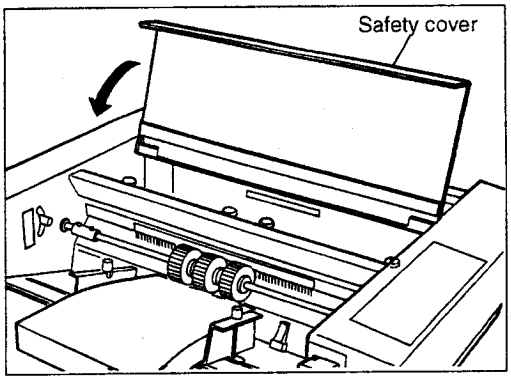
3. After positioning the plates, secure them with the thumb screws.



NOTE

- **When using any of the following options, perform "Procedures for using the machine".**
  Perforator: ➡ **See Page 28.**
  Center slitter: ➡ **See Page 30.**

4. Close the safety cover.



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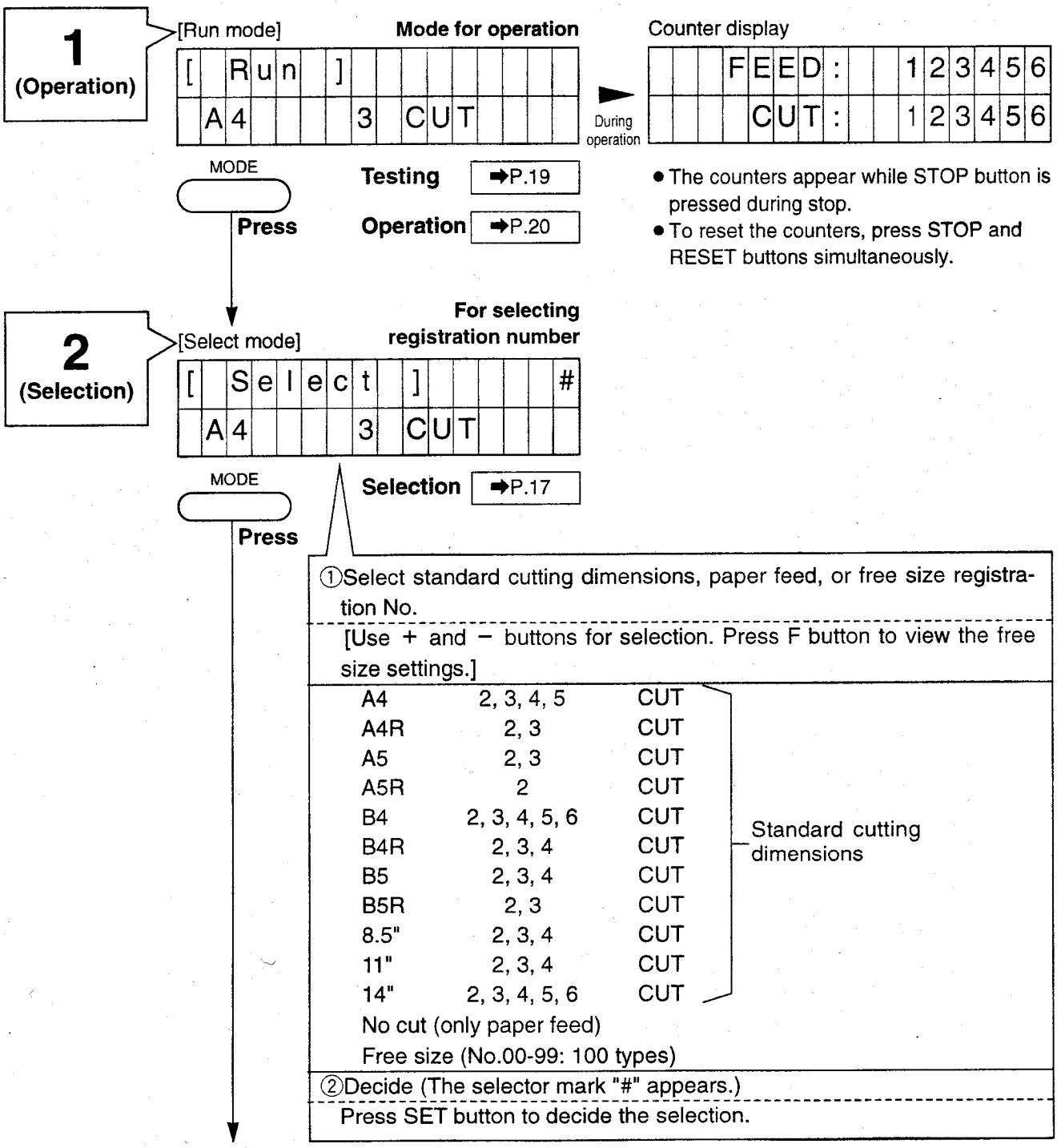
About modes and mode displays

This machine operates in four modes.

After completing "**Procedures for using the machine**" as described in Page 10, turn **ON** the power, and select standard cutting dimensions in the **Select mode**. If any other dimensions than the standard cutting dimensions are to be used, register the desired cutting dimensions in "**Free size Input**", and select the corresponding register number in the **Select mode**.

Perform test operation in the **Run mode** to check the cutting dimensions before starting cutting operation.



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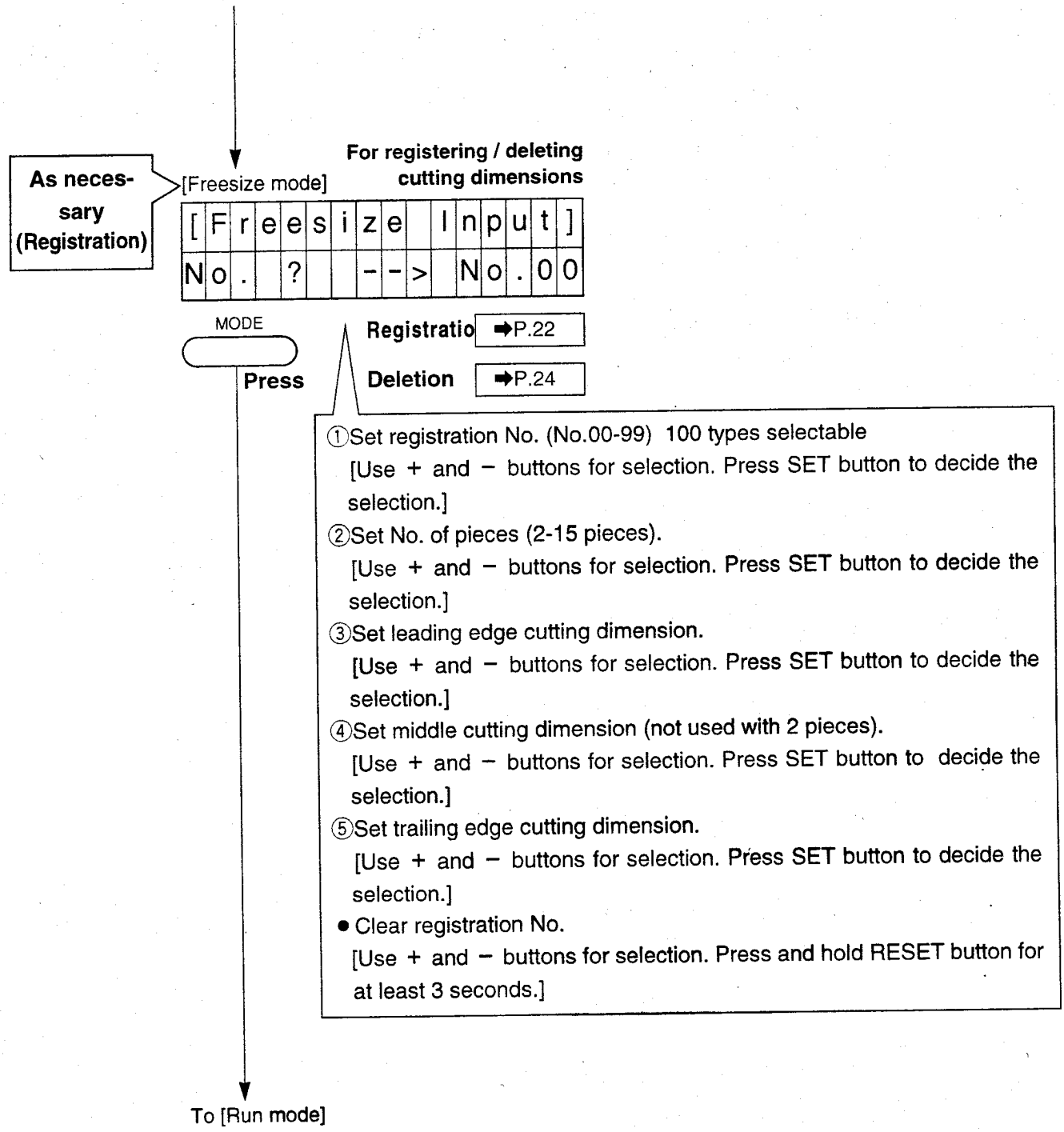
As neces-
sary
(Registration)
[Freesize mode]
For registering / deleting
cutting dimensions
[Freesize Input]
No. ? -->No.00
MODE
Press
Registratio ➡P.22
Deletion ➡P.24
①Set registration No. (No.00-99) 100 types selectable
[Use + and − buttons for selection. Press SET button to decide the selection.]
②Set No. of pieces (2-15 pieces).
[Use + and − buttons for selection. Press SET button to decide the selection.]
③Set leading edge cutting dimension.
[Use + and − buttons for selection. Press SET button to decide the selection.]
④Set middle cutting dimension (not used with 2 pieces).
[Use + and − buttons for selection. Press SET button to decide the selection.]
⑤Set trailing edge cutting dimension.
[Use + and − buttons for selection. Press SET button to decide the selection.]
● Clear registration No.
[Use + and − buttons for selection. Press and hold RESET button for at least 3 seconds.]
To [Run mode]

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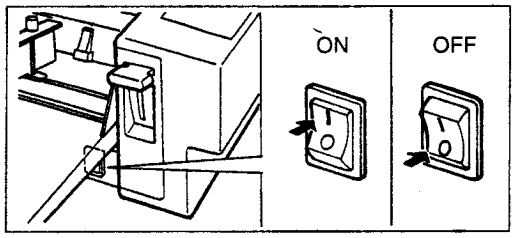
1 Turning on the power

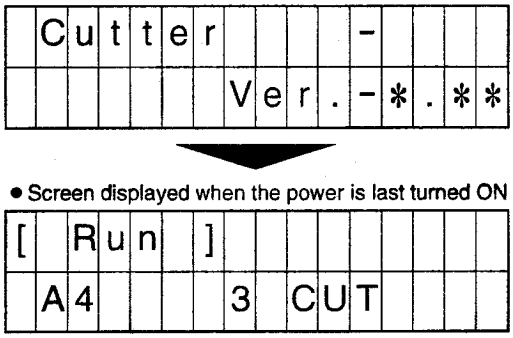
1. Press the "I" side of the power switch to turn ON the power. When the power is turned ON, the LCD panel displays the screen that appeared when the power was last turned ON, and the POWER indicator lights up.



※ To turn off the power:
Press the "○" side of the power switch to turn OFF the power.

IMPORTANT

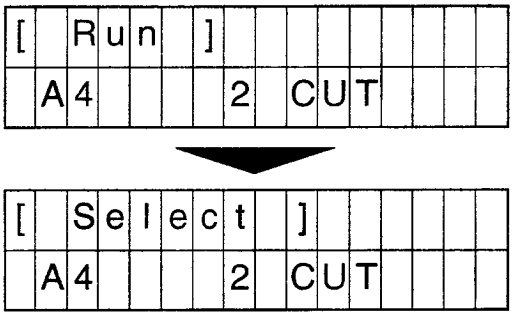
- **This machine will automatically turns OFF the power when no key operation is performed for approximately 15 minutes. To reuse the machine, press the "I" side of the power switch again to turn ON the power. Contact the service station to change or clear the set time.**



2 Selecting the cutting dimensions

This machine has pre-registered **"standard cutting dimensions"**.
To cut the paper in free dimensions other than the standard cutting dimensions, see **"Registering free-size cutting dimensions"** described in Page 22.

1. Press the MODE button to select the Select mode.



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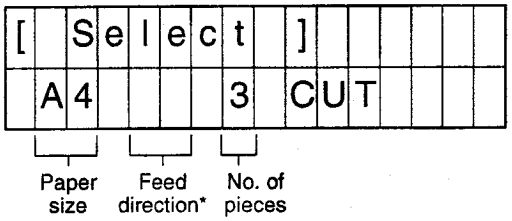
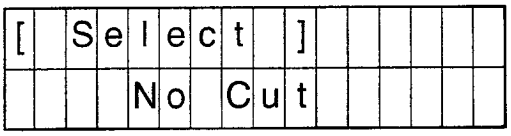
2. Use the + and − buttons to select desired cutting dimensions.

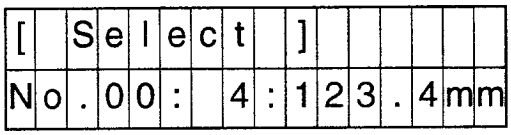
- **To select standard cutting dimensions:**
  Use the + and − buttons to select desired options from the pre-registered settings including the paper size (A4, A5, B4, or B5), feed direction*, and No. of pieces.
  *To select landscape **(lateral)** orientation, select the "**R**" display. [➡ **See p. 21**]



- **To feed paper without cutting:**
  Repeat pressing the + and − buttons to select **"No cut"**.

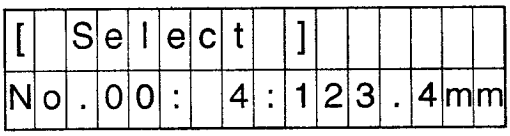


- **To select registered settings for free size cutting dimensions:**
  Repeat pressing the + and − buttons to select a desired registered number.
  No number appears if no free size cutting dimensions are registered.

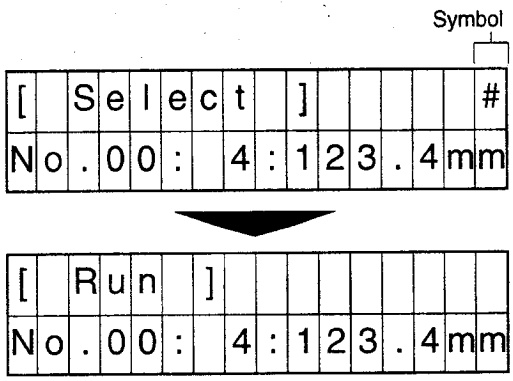


NOTE

- **To view the registered settings for free size cutting dimensions:**
  Repeat pressing the F button to scroll through the cutting data registered.



3. Press the **SET** button.
   The "#" symbol appears at the top right corner, and then the "**Run**" mode display appears after a few seconds. The READY TO RUN indicator lights up, and the machine is now ready to operate with the registered cutting dimensions corresponding to the number selected in step 2 above.



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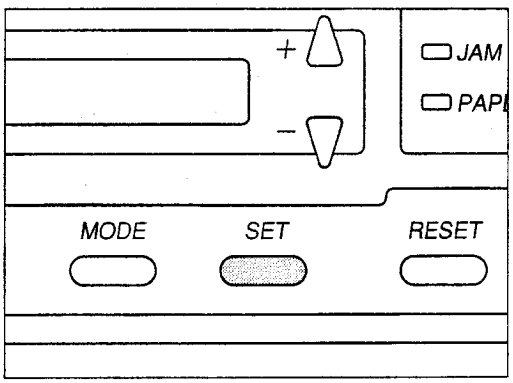
3 Performing test operation to check the cutting dimensions

1. Press the **SET** button.
   Paper is moved forward to the position of the paper retaining plates.

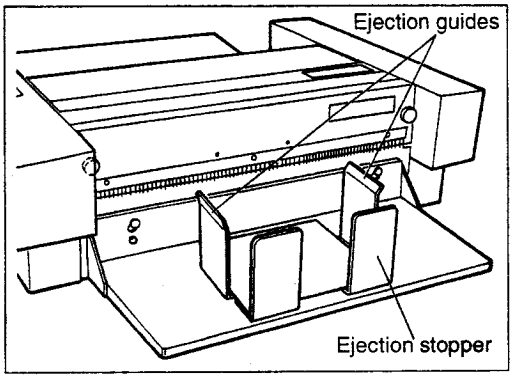


NOTE

- **When using any of the following options, perform "Operation and check during test operation".**
  Perforator: ➡ **See Page 29.**
  Center slitter: ➡ **See Page 30.**

2. Press again the SET button.
   A single sheet of paper will be test-cut.
   Check that it is correctly cut.

3. Position the ejection guides and the ejection stopper so that they are 3mm away from the edges of the cut paper.



NOTE

- **When using the following option, perform "Setting for test operation".**
  Belt conveyor type stacker ➡ **See Page 26.**

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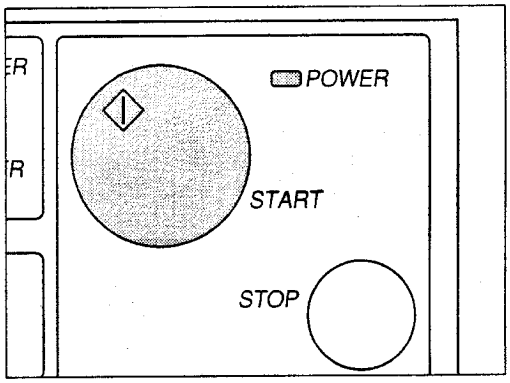
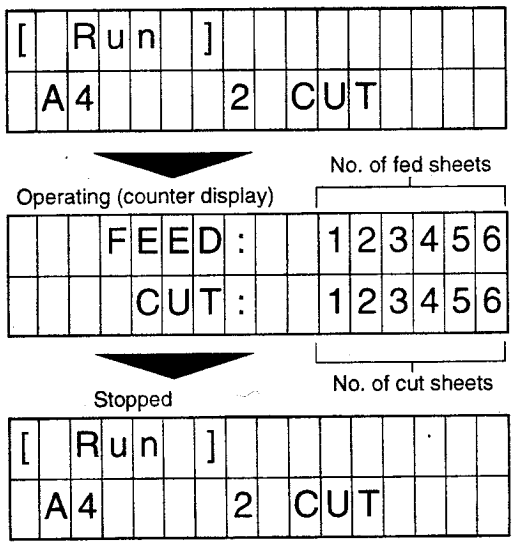
4 Starting operation

▶ Press the **START** button. The machine displays the counter on the LCD panel, and starts operation. After processing the fed sheets, the machine stops operation, and displays the Run mode.



NOTE

- **When using the following option, perform "Setting immediately after starting operation".**
  Belt conveyor type stacker: ➡ See Page 27.



※ To stop operation:
Press the **STOP** button.

※ When the PAPER indicator is lit:
There is no paper on the paper feed stand. Load paper.

[See Page 11.]

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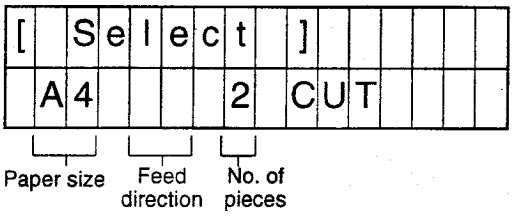
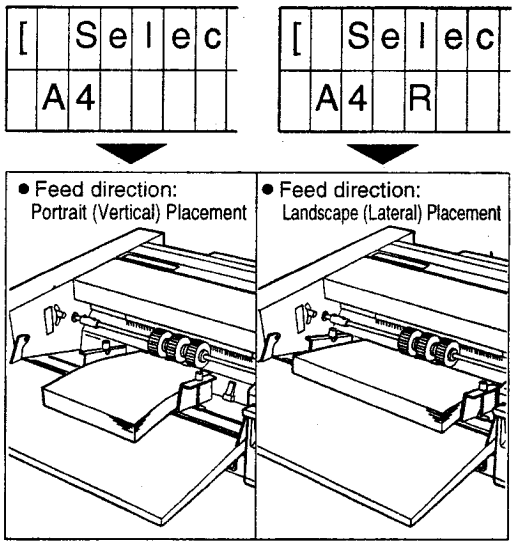
1 Outline

This feature is useful when dividing the paper evenly. Select desired **"standard cutting dimensions"** pre-registered.



NOTE

- **"Standard cutting dimensions" are 33 types of settings which combine paper size, feed direction and No. of pieces. See the following illustrations.**



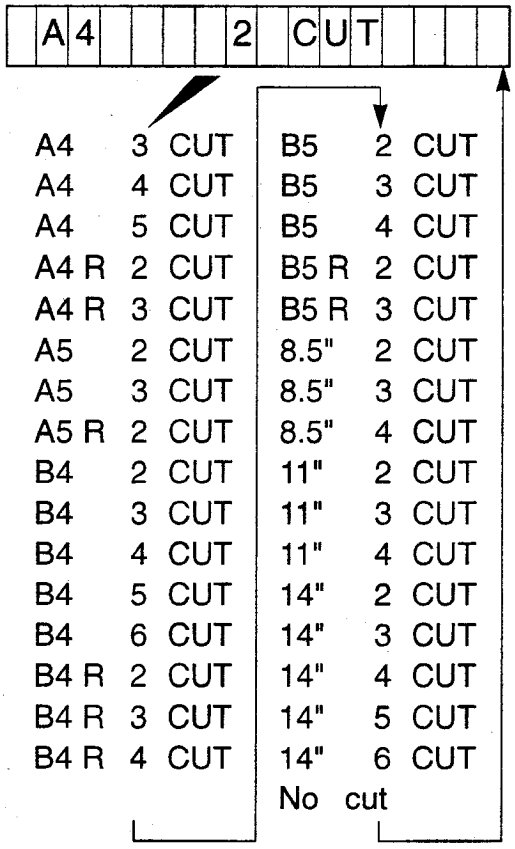
Orientation of paper

There are two orientations for the paper, portrait **(vertical)** or landscape **(lateral)**, relative to the paper feed stand. To select landscape **(lateral)** orientation, select the **"R"** display in **"Paper size"**.

※ If the paper is oriented differently from the set feed orientation, a **"JAM"** message will appear. Make sure the paper is oriented correctly, in the same direction as the set orientation.

2 Types of standard cutting dimensions

In the Select mode, pressing the + or − button displays different types of standard cutting dimensions each time.



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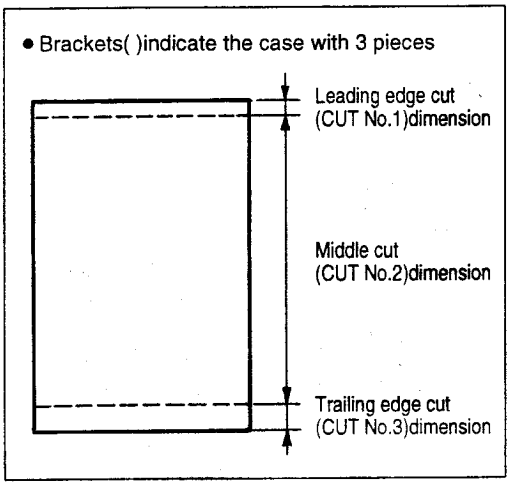
1 Outline

To cut paper in free dimensions other than the standard cutting dimensions, register the desired cutting dimensions, and then select the registered number.
Numbers 0 through 99 are available for registering cutting dimensions.



2 Procedure for registering cutting dimensions

1. Press the MODE button as many times as needed to select "Freesize Input".

[Freesize Input]
No. ? ---> No.00

2. Use the "+" and "−" keys to set a registration number.

Example : selecting No.2

[Freesize Input]
No. ? ---> No.02

3. Press the SET button. The registration number will be set.

4. Use the "+" and "−" keys to select the number of pieces.
Number of pieces: 2-15

Example : selecting 3 pieces

Pieces ? : 3

5. Press the SET button. The number selected will be set.
(2 through 15 can be set for the number of pieces.)

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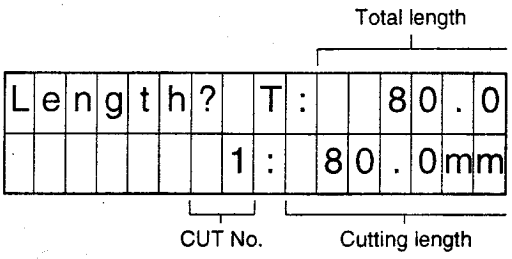
6. Use the "+" and "−" keys to select the leading edge cut (CUT No. 1) dimension.
Setting range: 1-16 mm, 55-650 mm (by 0.1 mm)

Example : inputting 80mm for CUT No.1



IMPORTANT

- **If the cutting dimension is set to 1 to 16 mm, cut pieces of paper will be ejected into the bottom of the machine. Do not set the dimension to 17 to 54 mm. Otherwise, paper jams will occur inside the machine.**

7. Press the SET button. The leading edge cut (CUT No. 1) dimension selected will be set.

Example : inputting 90mm for CUT No.2

L	e	n	g	t	h	?		T	:		1	7	0	.	0
							2	:		9	0	.	0	m	m

8. Use the "+" and "−" keys to select the middle cut (CUT No. 2) dimension.
Setting range: 1-16 mm, 55-650 mm (by 0.1 mm)

IMPORTANT

- **Avoid setting the middle cutting dimension to 17 to 54 mm, or the trailing edge cutting dimension to 1 to 54 mm. Otherwise, paper jams will occur inside the machine.**

9. Press the SET button. The middle cut (CUT No. 2) dimension selected will be set.

Example : inputting 70mm for CUT No.3

L	e	n	g	t	h	?		T	:	2	4	0	.	0
							3	:		7	0	.	0	m	m

10. Use the "+" and "−" keys to select the trailing edge cut (CUT No. 3) dimension.
Setting range: 55-650 mm (by 0.1 mm)

11. Press the SET button. The trailing edge cut (CUT No. 3) dimension selected will be set. Registration is now complete.
The display in step 1 will reappear on the screen.

➡**To register more dimensions, repeat the above procedure.**

➡**To run the machine at this point:**
Press the MODE button as many times as needed to select the SELECT mode. Then refer to "Selecting the cutting dimensions" on p.17.

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Deleting registered date

1. Press the MODE button as many times as needed to select "Freesize Input".

[Freesize Input]
No. ? -->No.00

2. Use the "+" and "−" keys to select a pre-registered registration number.

Example : selecting No.2

[Freesize Input]
No. ? -->No.02

3. Press the RESET button and hold it down for at least 3 seconds. The buzzer will sound, and the data registered under the specified number will be deleted.

Resetting the counter display (No. of fed sheets and No. of cut sheets) to 0

1. Make sure that the Run mode is displayed, and that the machine is stopped.

[Run]								
A4			2	CUT				

2. Press the RESET button while pressing the STOP button. The counter display (No. of fed sheets and No. of cut sheets) will be reset to 0.

			FEED:									0
			CUT:									0

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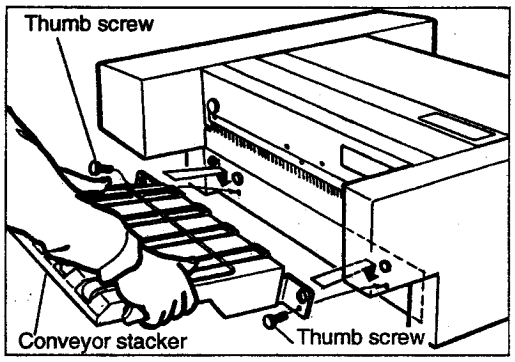
Belt conveyor type stacker

1 Preparation for operation (installation to the main unit)

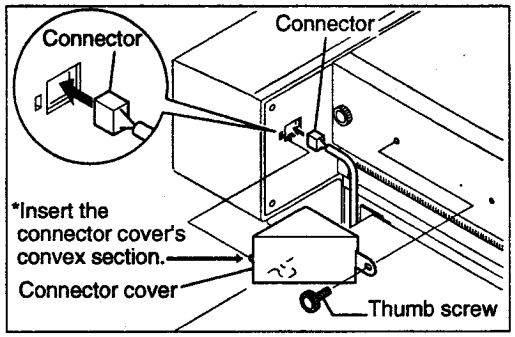
1. Hook the key-shaped holes in the conveyor stacker on the pins on the main unit, and slide the stacker downward.
   ※ **Make sure that the stacker is securely set in place.**



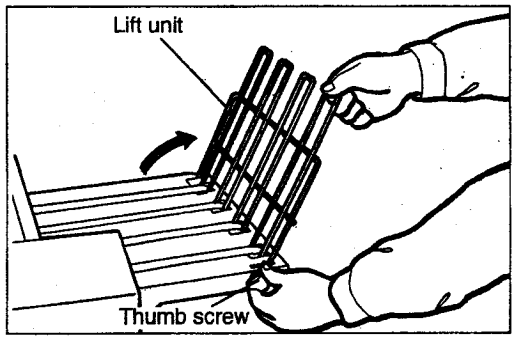
2. Secure the stacker with the two fixing screws supplied.

3. Fit the connector of the flat cable from the conveyor stacker into the connector for optional equipment (DC 24V).

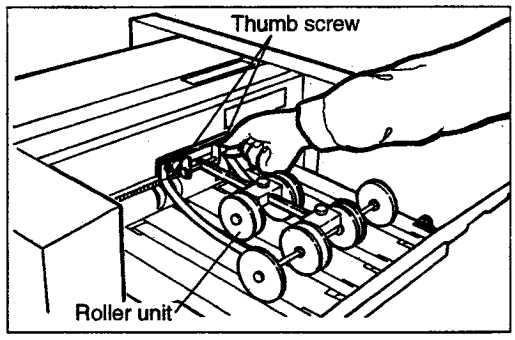
4. Install the connector cover on the main unit with the thumb screw supplied.



5. Loosen the thumb screws on both sides, and open the lift unit.



6. Install the roller unit on the main unit with the two thumb screws supplied.



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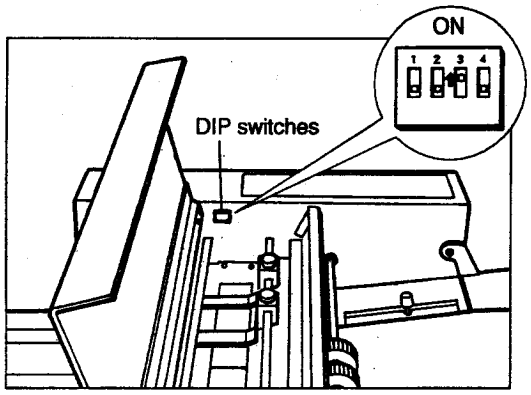
7. Set the No.3 switch of the DIP switches inside the main unit to the ON position, and turn OFF the power. Press the power switch again to turn ON the power. The conveyor will be activated when the machine starts operation.



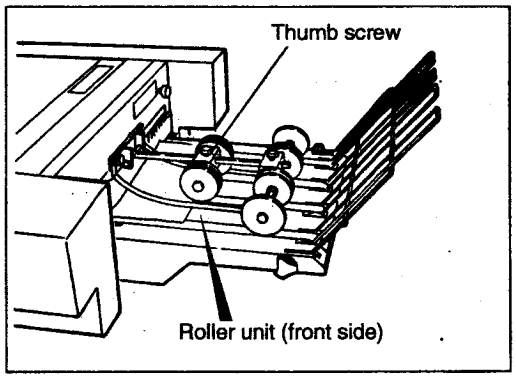
IMPORTANT

- **Set the No.3 switch of the DIP switches inside the main unit to the OFF position when the conveyor stacker is not used: for example, when the stacker is replaced with the ejection tray.**
- **If any setting of the DIP switches has been changed, be sure to turn OFF the power and turn ON again. Never touch any other DIP switches than the No.3 switch.**

2 Setting for test operation

1. Loosen the thumb screw on the roller unit (front side).

2. Position the roller unit (front side) 1 cm behind the cut paper, and secure the unit with the thumb screw.
   For long paper, move the roller unit (front side) forward (to the main unit), and secure the unit with the thumb screw.



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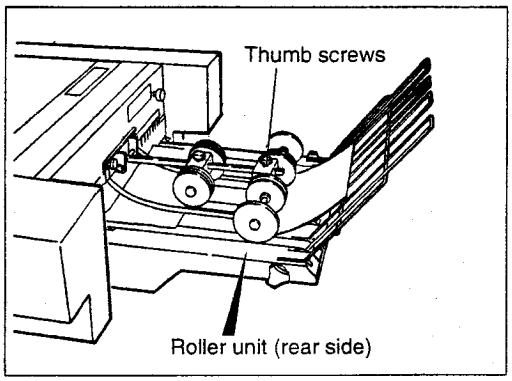
3 Setting immediately after starting operation

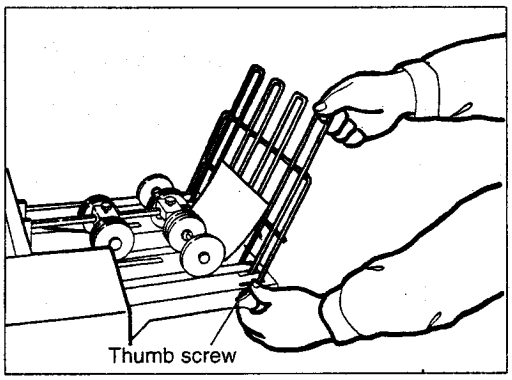
1. Loosen the thumb screw on the roller unit (rear side).

2. Align the roller unit (rear side) with the loaded amount of cut paper, and secure the unit with the thumb screw.



3. Loosen the thumb screws on both sides of the lift unit.

4. Adjust the angle of the lift unit so that the stack of paper sits well, and secure the unit with the thumb screw.



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《 Perforator 》

1 Preparation for operation

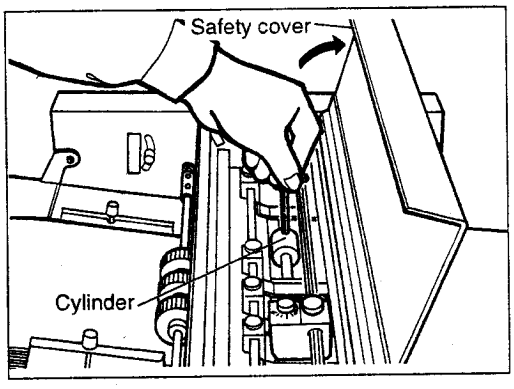
⚠ WARNING

- **Take extreme care to keep your hands off the upper blade of the perforator.**

➡This exposed blade can injure you.

1. Open the safety cover, and loosen the mounting screw on the cylinder with the Allen wrench supplied.

2. Move the cylinder to the cutting position, and then tighten the mounting screw with the Allen wrench.

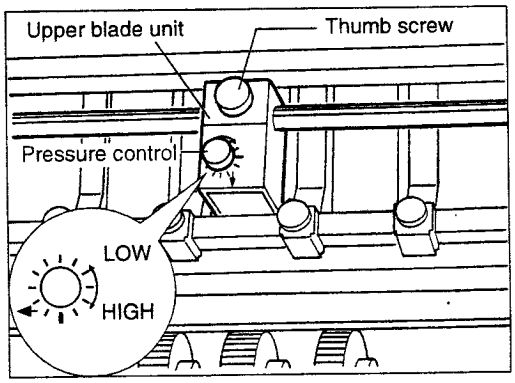


3. Turn the pressure control of the upper blade unit to the **LOW** direction. Lift the upper blade.

4. Loosen the thumb screw on the upper blade unit.

5. Move the upper blade unit to the cutting position, and secure the unit with the thumb screw.

6. Gradually turn the pressure control of the upper blade unit to the **HIGH** direction until the paper can be cut.



IMPORTANT

- **Avoid pressing the upper blade against the cylinder too heavily when turning the pressure control to the HIGH direction. Applying too heavy force will wear the blade earlier.**

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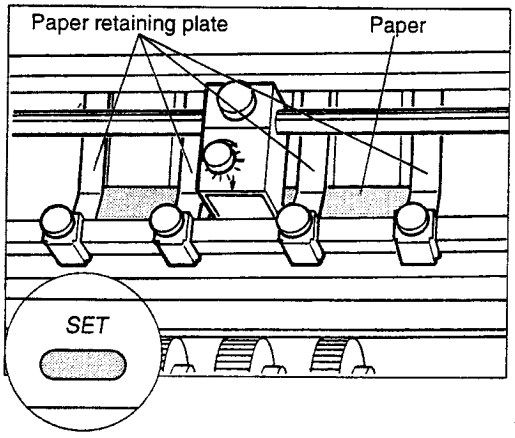
2 Operation and check during test operation

1. Press the **SET** button.
   Paper will be moved forward to the position of the paper retaining plate.



2. Press the + and − buttons.
   + **button:** Moves paper forward slowly.
   − **button:** Moves paper backward slowly.
   Check the cutting position.

3. Press the **SET** button again.
   A single sheet of paper will be test-cut.
   Check that it is correctly cut.

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《Center slitter》

1 Preparation for operation

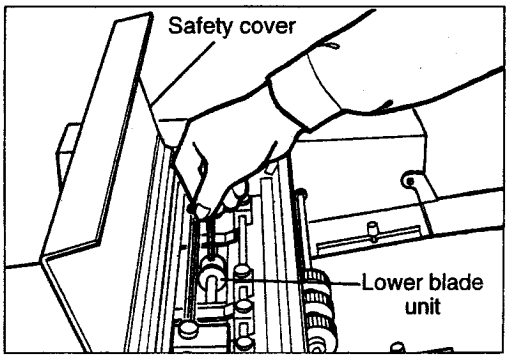
⚠ WARNING

- **Take extreme care to keep your hands off the upper and lower blades of the center slitter.**

➡These exposed blades can injure you.

1. screw on the lower blade unit with the Allen wrench supplied.

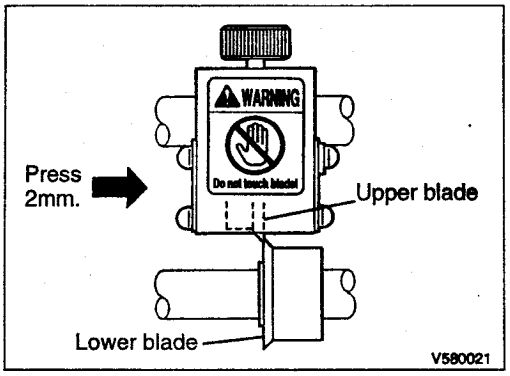
2. Move the lower blade unit to the cutting position, and then tighten the mounting screw with the Allen wrench.



3. Loosen the thumb screw on the upper blade unit.

4. Move the upper blade unit to the lower blade unit (cutting position).

5. Press the upper blade unit against the lower blade unit 2 mm beyond the position where the upper blade touches the lower blade, and secure the unit with the thumb screw.

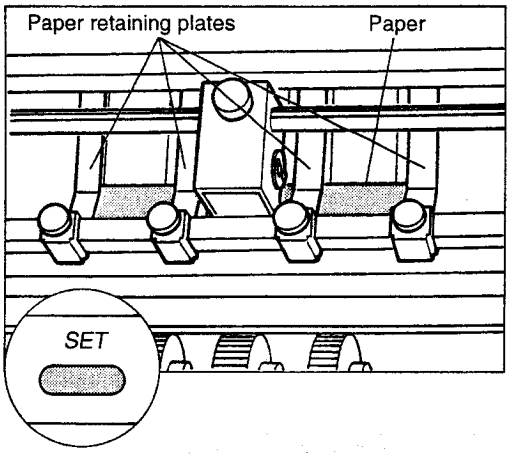


2 Operation and check during test operation

1. Press the **SET** button.
   Paper is moved forward to the position of the paper retaining plates.

2. Press the + and − buttons.
   + button: Moves paper forward slowly.
   − button: Moves paper backward slowly.
   Check the cutting position.

3. Press the **SET** button again.
   A single sheet of paper will be test-cut.
   Check that it is correctly cut.



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《 When a possible failure is found 》

Failures may result from various causes. Listed below are major symptoms along with corresponding check points and corrective actions. See the reference pages for more information on the respective corrective actions. Contact service representatives if any symptom is not cleared by the corrective action.

Symptom	Check point	Corrective action	Page
Turning ON the power switch will not supply the power.	Is the plug of the power cord disconnected?	Connect the plug of the power correctly.	10
Pressing the START button will not activate the machine.	Is the safety cover open?	The COVER indicator is lit. Close the safety cover.	13
	Is the rear safety cover installed?	The COVER indicator is lit. Install the rear safety cover.	37
	Is the paper feed stand lowered?	Raise the paper set lever.	12
	Is paper jammed?	Check the JAM message on the LCD panel, and take appropriate measures.	32
Paper is not cut well.	Is there any error in the setting of paper size?	Reset the paper size.	17
	Does the used paper have thickness greater than that specified?	Use the paper with thickness within the specifications.	38
Paper is not fed straightly.	Is the paper positioned in the middle of the paper feed stand?	Replace the paper in the middle of the paper feed stand, and set the paper guides correctly.	12
	Are the paper guides correctly set to the width of paper?	Remove the paper once, arrange the paper in order, and then reset the paper guides.	12

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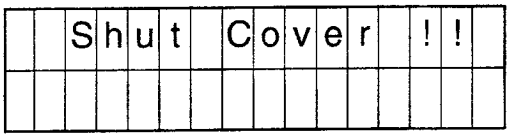
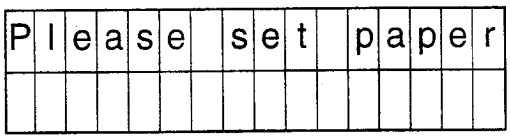
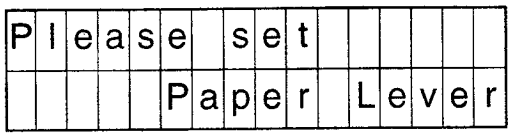
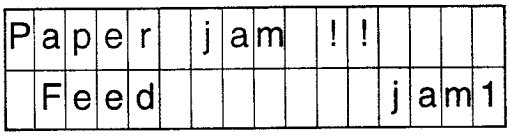
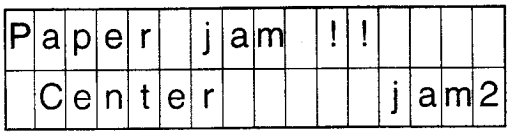
《 Messages displayed on LCD panel when a jam occurs 》

When a paper jam occurs, the buzzer sounds, and a message is displayed on the LCD panel. When this happens, take the corrective action given below.

Message	Cause and Corrective action	Page
	**Cause** : The safety cover or the rear safety cover is not at the appropriate position to operate. **Corrective action** : Close the safety cover..... Install the rear safety cover..	 13 37
	**Cause** : There is no paper on the paper feed stand. **Corrective action** : Load the paper on the paper feed stand..	 11
	**Cause** : The paper feed lever is lowered. **Corrective action** : Raise the paper set lever.. ...	 12
	**Cause** : A paper jam occurred in the feed unit. **Corrective action** : Take corrective actions according to the procedure described in **"Corrective action for paper jams"**	 35
	**Cause** : A paper jam occurred in the central unit (front). Or the paper size setting is incorrect. **Corrective action** : Take corrective actions according to the procedure described in **"Corrective action for paper jams"** ..... Reset paper size.	 36 17

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Message	Cause and Corrective action	Page
Paper jam !! Center jam3	**Cause** : A paper jam occurred in the central unit (rear). Or the paper size setting is incorrect. **Corrective action** : Take corrective actions according to the procedure described in **"Corrective action for paper jams"** ..... 36 Reset paper size. 17	
Paper jam !! Center jam4	**Cause** : A paper jam occurred in the cutter unit. Or the paper size setting is incorrect. **Corrective action** : Take corrective actions according to the procedure described in **"Corrective action for paper jams"** ..... 36 Reset paper size. 17	
Cutter Lock !! jam5	**Cause** : A paper jam locked the cutter. **Corrective action** : Remove all the jammed paper. ..... 36 Use the paper with thickness within the specifications. 38	
W Feed jam !! jam6	**Cause** : More than one sheet of paper is fed at once in the feed unit. **Corrective action** : Remove all the jammed paper. ..... 13 If the same problem often occur, contact service representatives.	

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Message	Cause and Corrective action	Page
Main Motor Error	**Cause** : Faulty main motor **Corrective action** : Turn OFF the power, and contact service representatives.	
Please check P.P.S.sensor	**Cause** : There is paper left inside the machine. **Corrective action** : Remove the paper.....	35, 36

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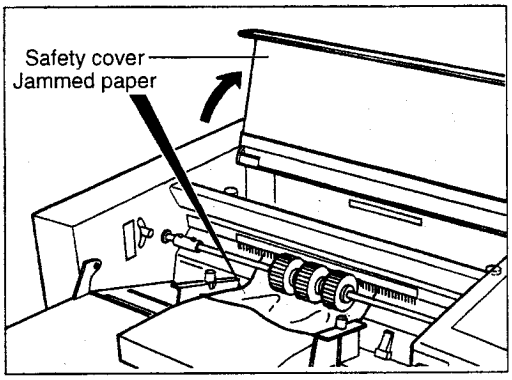
《 Corrective action for paper jams 》

Removing jammed paper from the feed unit

⚠ WARNING

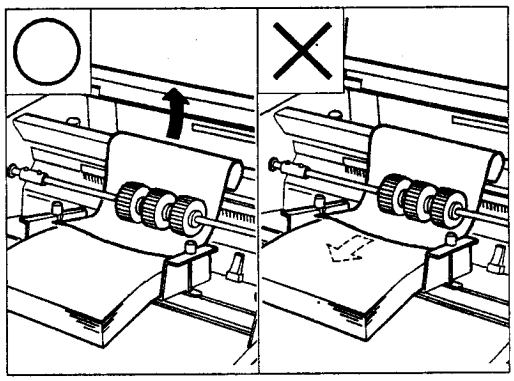
- **If you will have to put your hands near moving parts to remove the jammed paper, first remove the power cord plug from the outlet.**

1. Turn off the power switch, and pull the power cord plug out from the outlet.



2. Open the safety cover.

3. Remove the jammed paper in the direction as shown in the figure.



4. Fit the power plug into the inlet, and turn ON the power switch.

5. Close the safety cover.

6. Press the **STOP** button.
   The JAM message disappears, and the machine is now ready for operation.

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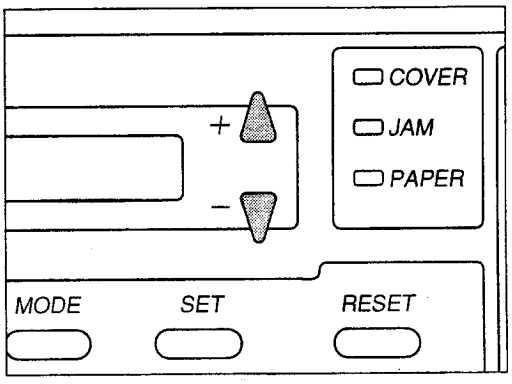
Removing jammed paper from the central or cutter unit

⚠ WARNING

- **Make sure that the power plug is disconnected from the outlet before putting your hand close to any moving part.**
- **Never put your hand(s) inside the cutter unit or slitter unit (optional). These units contain dangerous cutting edges.**
- **To remove jammed paper, use the tweezers included with the machine or an equivalent.**

1 Using the "+" and "−" keys to remove jammed paper.

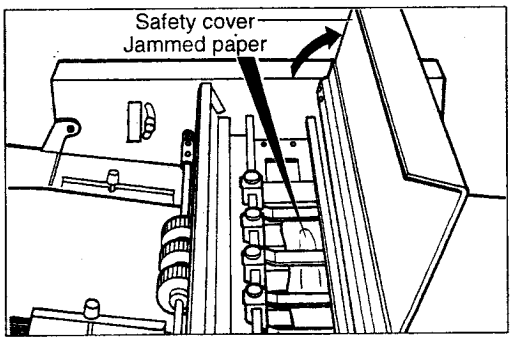
1. It is sometimes possible to remove the paper by pressing the "+" key to move it forward, and the "−" key to move it backward.
   ※ **Using these keys may however make the paper jam worse. Watch the condition of the jammed paper as you operate the keys.**



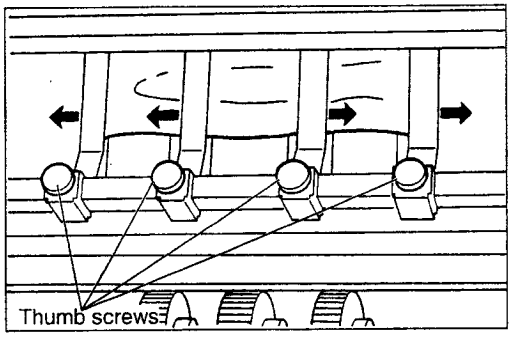
2 If the jammed paper cannot be removed by the procedure described in "1"

1. Turn off the power switch, and pull the power cord plug out from the outlet.

2. Open the safety cover.



3. Loosen the thumb screws on the paper retaining plates, move the plates to each side, and then remove the jammed paper.
   ※ **If the perforator or the center slitter is installed as optional equipment, loosen the thumb screws, and move the paper retaining plates to each side.**



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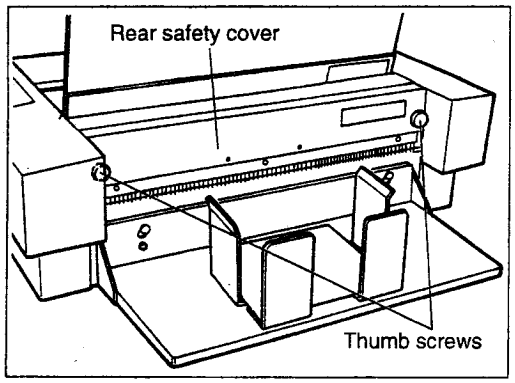
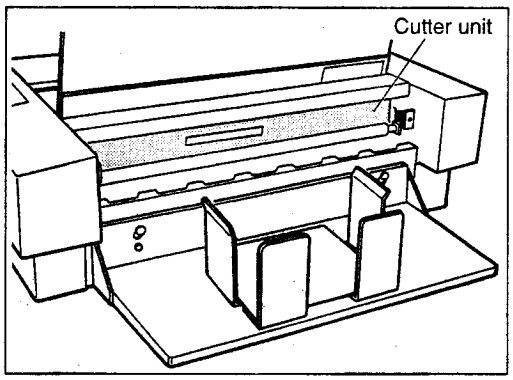
4. If paper is jammed in the cutter unit, remove the thumb screws on the rear safety cover, and remove the cover.



5. Remove the jammed paper.
If paper is jammed in the cutter unit, use the tweezers included with the machine to remove the paper.



6. Fit the plug of the power cord into the inlet, and turn **ON** the power switch.

7. Install the rear safety cover.

8. Press the **STOP** button.
The JAM message disappears, and the machine is now ready for operation.

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10. Specifications and accessories

▶ Specifications

Model name	FD 572 Cut Sheet Cutter
Type	Tabletop type, electrically powered
Paper size	Width: 106 – 364mm (B4), Length: 110 – 364mm
Cutting capacity	1 part, 50 – 135Kg
Minimum cutting dimension	55mm
Maximum cutting dimension	182mm
Cutting method	Guillotine cutter system
Feed method	Top feed system with rubber rings
Load capacity	500 sheets (55kg for high-grade paper)
Minimum feed	0.1mm
Cutting precision	± 1mm (excluding the dimension of the final cutting portion of paper)
Cutting size	A4 (2, 3, 4, 5 CUT) A4R (2, 3 CUT) A5 (2, 3 CUT) A5R (2 CUT) B4 (2, 3, 4, 5, 6 CUT) B4R (2, 3, 4 CUT) B5 (2, 3, 4 CUT) B5R (2, 3 CUT) 8.5" (2, 3, 4 CUT) 11" (2, 3, 4 CUT) 14" (2, 3, 4, 5, 6 CUT) Free size (Up to 100 types can be set.)
Cutting speed	When cutting A4 (Lateral) into 3 pieces : 2160 sheets/H When cutting A4R (Vertical) into 3 pieces : 2400 sheets/H
Stacker	Drop type
Functions	LCD panel display: 16 characters × 2 lines Jam detection, machine stop, and monitoring display on the occurrence of jams Interlocked safety cover Sheet counter Final sheet stop Feed pressure adjustment Double feed detection Automatic power-off mechanism
Machine dimensions (mm)	Main unit: 510 (W) × 575 (D) × 215 (H) When used with sheet cutter stand: 940 (H) Ejection unit: +105, Feed unit: +135
Machine weight (Kg)	30
Power supply AC 120V Type	AC 120V ± 10%, 50 / 60Hz 0.6A
AC 230V Type	AC 230V ± 10%, 50 / 60Hz 0.4A
Operating temperature and humidity	5 – 35 ℃ , 45 – 80 % (no condensation)
Optional equipment	Belt conveyor type stacker Center slitter Perforator Sheet cutter stand

▶ Accessories

Name	Q'ty
Power cord	1
Ejection tray	1
Ejection guides	2
Ejection stopper	1
Tweezers	1 pair
Instruction Manual	1

Note: The specifications and other data above are subject to change without notice.

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